

THE CORPORATION OF THE TOWNSHIP OF HORTON
Safety Coordinator's Meeting
October 28, 2013

There was a Meeting of the Safety Coordinator's held in the Municipal Council Chamber on Monday, October 28, 2013. Present was Safety Coordinator Councillor Bob Kingsbury. Staff present was Steve Osipenko representing the Fire Department and the Public Works Department and Kathleen Rogers representing the Recreation Department and Office.

1. CALL TO ORDER

Councillor Kingsbury called the Meeting to Order at 1:35 p.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by the Coordinator or staff.

3. MINUTES OF JUNE 26, 2013 MEETING

The committee reviewed the minutes of the June 26, 2013, Safety meeting.

4. BUSINESS ARISING:

PUBLIC WORKS GARAGE- Concrete Slabs

Steve Osipenko reported that the concrete slab repair in the Public Works Garage had been done. Steve noted that he had not done a recent inspection, as the Garage was locked and he does not have keys.

He would like to see the Garage inspections carried out by a Public Works employee. Steve is very busy with his own work schedule as a Paramedic and volunteering for the Fire Dept. He will continue to inspect the Fire Hall.

Steve Osipenko noted that there has not been anymore talk on the Fire Dept. using the septage tanks. Chair Kingsbury noted that at a recent Septage Conference that he attended they mentioned that there is a good possibility that the government may make septage a viable issue again.

MUNICIPAL OFFICE-

Kathleen Rogers reported that the GFI Plug in the Township office furnace room has not been repaired yet. Kathleen will contact Bruce Murdoch to change the plug.

Kathleen noted that it was recommended that we put safety slip tape on the floor to the board room where the elevation level drops at the entrance and we should post caution signage so persons won't be caught off guard by the drop. The committee agreed with this request

Kathleen also noted that the parking lot requires better lighting, fall is here and the parking lot will be dark when people are leaving and the lighting is inadequate.

The Safety Committee recommends to council that additional lighting be added to the parking lot.

SAFETY MANUALS

Kathleen Rogers reported that the Health and Safety manuals have not been order yet by CAO/Clerk Mackie McLaren but he will do this week. The office staff has been reviewing the Health & Safety policy Manual at their monthly staff meetings. Steve Osipenko asked if Mr. McLaren could order him 2 new health and safety posters for the fire hall when he orders the manuals.

COMMUNITY CENTRE / RINK-

Kathleen Rogers has contacted Yemen's Electric twice to do electrical repairs at the Community Centre. They have never called back. The outside sign seems to be working ok presently. The inside security light was repaired when the transfer switch was being installed. Kathleen has contacted Bruce Murdoch and asked him to install the rink electrical outlets at the community centre.

GENERATOR TRANSFER SWITCH

Steve Osipenko noted that the manual Generator Transfer Switch has been installed. Councillor Glen Campbell is making up an instruction sheet and Steve will train all volunteers on how to use.

FIRE HALL

Steve Osipenko noted that he has received the cork board for the Fire Dept. to post Health & Safety materials on. Steve inspected the Fire Hall and reported that the extension cords are no longer on the floor. The generator pump is still on the floor as there is nowhere else for it to go right now. There were no other items of concern upon last inspection. Steve Osipenko still has to check the regulations on how far from the door exits should the fire extinguishers be.

6. Other Business Boat Launch Docks

Kathleen noted that the dock at the Boat Launch needs repairs as someone tried to start a fire on it. She also had complaints from residents that the anchor metal sticking out from the side of the docks is scratching their boats. She has requested that Public Works repair the boards this fall and put tires around the dock over any exposed metal and to act as bumpers. Kathleen and Steve both noted that the dock appears to be sinking into the water at the far right end if standing on the dock. Kathleen and Steve noted that there have been several complaints of persons fishing from the dock and not making way for the boaters as they are launching and coming in off the water. People are still casting over people as they are sitting in their boats waiting for another to put their trailers in. It was recommended that we create a fishing dock further up the river away from the immediate launch area.

The Health and Safety committee recommends to recreation that we build a new dock for the spring of 2014 and repair the present dock and use it just for a fishing dock. Note the fishing dock with proper signage.

7. Next Safety Coordinators Meeting

The Next Safety Coordinators Meeting is set for January 6th at 1:30 pm.

8. Adjournment

Moved by Steve Osipenko, Seconded by Kathleen Rogers

That this Safety Committee Meeting be adjourned at 2:15 P.M.

Carried

Chair

Secretary